

ITEMS TO BE COVERED IN MEETING WITH [REDACTED]

STA

I. Obtain agreement that there will be NO more changes made during authentication. DD/P should have only one whack at coordinating process and changes they want should be done at that time.

- A. DD/P to authenticate within 5 work days (A/DDS does it in two).
- B. Re-affirm DD/S intent to publish HR & ~~HR~~ immediately upon authentication by A/DDS...delays in authentication by DD/P which result in changes (editorial or substantive) cannot be tolerated...as result would be two issuances on same subject.

UNIS

II. BASIC ISSUE: DD/S SHOULD ENFORCE HIS AUTHORITY TO SET SUSPENSE DATES ON REGULATION COORDINATION.

- A. Insist on some improvement in their performance in meeting coordinating suspense dates set by RCB. Refer to slippage on last report..We willing and do set longer suspense dates on controversial regulations...but certainly the normal 20 work days suspense (one month) should be adequate on 90% of the cases.
- B. Insist on a positive statement coordination responses. We have a simple form (attached) which DD/P prefers not to use. Their responses are in memorandum form using ambiguous language, typical of which is the phrase: "We have no comments to make or reference draft regulation" - This leaves the door open for changes during authentication.
- C. If DD/P has need for longer suspense date, they should submit justification in writing for extension...as it now stands, they simply ignore the suspense date and we don't even get a phone call from D....our calls remain unanswered.)

III. Obtain agreement (or his recognition) of fact that RCB has responsibility for final editing in respect to style and grammar... we are not obliged to accept editorial changes made during coordination (let alone authentication).

(Our people CAN and DO write better than [redacted]..and we should NOT be forced to accept his editorial changes, or delay the publication to "negotiate" editorial changes).

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MATTERS OF SUBSTANCE ARE DIFFERENT ISSUE: We will carefully and thoroughly explore these changes and resolve the differences.

AT  
IV. Advise [redacted] and DD/P Publications...that their contact point on Regulation issues is SSS and not SSA/DDS.

Jack

6 Oct 70

Re: [redacted]

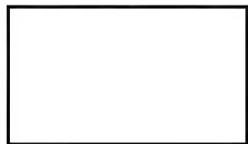
Received 23 June 70

DDP/PC has not released to CS

Divisions + Hoods and [redacted]

[redacted] not printed. [redacted] raised

A question on cover with CS which  
is not yet resolved. Question relates  
to maximum size of a/c (24,000 BTU)



LOGISTICS

25X1

→ 1. PROCUREMENT AND SUPPLY OPERATIONS

a. GENERAL

- (1) This paragraph prescribes basic policies, authorities, and responsibilities for the determination of requirements for materiel; its receipt, storage, maintenance, issue, transfer, and disposal; and the accounting to be maintained.
- (2) The supply system is established to furnish materiel requirements to Agency components. The principle of efficient management, in consonance with standard Government practices for property control and accountability, will govern all supply functions.

b. DETERMINATION OF REQUIREMENTS. Operating Officials are responsible for determining requirements for items for which they have budget responsibilities. The Director of Logistics will participate in this determination when such requirements involve procurement programs.

c. REQUISITIONING AND TURN-IN OF PROPERTY

- (1) Property will be requisitioned through established supply channels.
- (2) Property which is no longer required by components will be returned to supply facilities.

25X1

25X1

→Revised: 23 June 1970 (552)

SECRET

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

1

25X1

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## TRAVEL

25X1

- (3) **Exceptions Applicable To All Travel.** A traveler will be considered to be in subsistence status on nonworkdays unless such non-workday is immediately preceded and followed by leave, provided that per diem in lieu of subsistence may not be paid for more than two nonworkdays where the leave is immediately preceded and followed by nonworkdays. Leave taken wholly within a day and not in excess of half of the prescribed working hours will be disregarded for subsistence purposes; where it exceeds half of the prescribed working hours no subsistence will be allowed (see also subparagraph 7b(3)(s) below).
- (n) **Travel Between Different Time Zones.** Local times will be used for all per diem computations. One extra day's per diem will be allowed for the calendar day lost in crossing the International Date Line from west to east. One day's per diem will be deducted for the calendar day gained in crossing from east to west.
- (o) **Travel Status.** For computing per diem allowances, official travel begins when the common carrier is scheduled to depart from its terminal and ends when it actually arrives at its terminal at the conclusion of a trip, except as follows:
- (1) When a traveler uses other than a common carrier between his office, home, or other point of departure and a depot, airport, or dock located more than 50 miles distant (determined by usually traveled motor route), official travel for computing per diem allowances begins when the employee actually leaves his home, office, or other point of departure and ends when he returns from such depot, airport, or dock to his home, office, or other point at the conclusion of his trip.
  - (2) When a traveler uses other than a common carrier between his office, home, or other point of departure and a temporary duty station, official travel begins at the time the traveler leaves his home, office, or other point of departure and ends when the traveler returns to his home, office, or other point. For travel within CONUS, when the time of departure is within 30 minutes prior to the end of a quarter day, or the time of return is within 30 minutes after the beginning of a quarter day, per diem for either such quarter day will not be allowed in the absence of a statement with the travel voucher explaining the official necessity for the time of departure or return.
- (p) **Interrupted Travel.** Per diem will be allowed when an interruption occurs on an official trip because of authorized stopover for official business, or because of circumstances beyond the control of the traveler.
- (q) **Stopover for Rest Period.** A rest stop not to exceed 24 hours is authorized when traveling on a usually traveled route by less than first-class accommodations on any scheduled flights whenever either scheduled or actual time, including stopovers, exceeds 14 hours; except that scheduled stopovers of 8 hours or more will be treated as delays en route which will preclude eligibility for a rest period. (Time will be computed on the basis of actual or scheduled hours in flight and on the ground.) The rest point should be midway in the flight or as near to it as the schedule permits. Per diem and necessary miscellaneous expenses are authorized. Rest stops are not authorized when the flight involved constitutes travel by an indirect route. Interruptions or indirect travel on the same journey before or after the flight do not invalidate the traveler's rest stop privileges.

→Revised: 20 August 1970 (565)

SECRET

GROUP 1 Excluded from automatic downgrading and declassification
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13

CONCURRENCE SHEET

TO : Deputy Director for Support  
ATTENTION: Regulations Control Branch, Support Services Staff  
AT [redacted]

SUBJECT : DRAFT of Proposed

This issuance has been reviewed and our position is as follows:

- CONCUR
- NONCONCUR: Reasons are stated below.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
OFFICE

\_\_\_\_\_  
DATE

SECRET

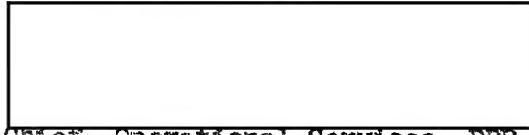
26 MAR 1970

MEMORANDUM FOR: Chief, Support Services Staff, DDS

SUBJECT : Proposed Revisions of HBB [REDACTED] LEAVE  
(Jobs 4631 and 4632)

25X1

We have no comments on the proposed revisions.



Chief, Operational Services, DDP

25X1

~~SECRET~~

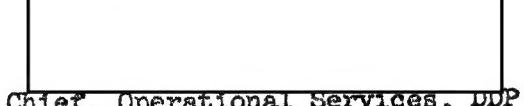
31 JUL  
1970

MEMORANDUM FOR: Chief, Support Services Staff, DDS

SUBJECT : Proposed Revisions of [REDACTED]  
OPERATIONAL ENTERTAINMENT (Jobs 6016 and 6017)

25X

We have no comments on Drafts B of the proposed revisions.



Chief, Operational Services, DDS

25X

COMMITTEE  
SECURITY

WMC 8 33 MM.10

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1 October 1970

STATUS OF JOBS OUT FOR COORDINATION, INFORMATION, OR AUTHENTICATION

(Fourteen of the jobs listed in the 14 August 1970 report have been returned to RCB by DDP. Listed below are those jobs still in IDDP for action as of 1 October 1970.)

RCB JOB NO.	ISSUANCE	TITLE	STATUS	DATE SENT	REQUESTED RESPONSE TIME	REMARKS	WORKDAYS DELINQUENT
6114			Coordination	5/8/70	20 <sup>0</sup> days	Still in DDP.	80
6100			Coordination	5/11/70	20 <sup>0</sup> days	Still in DDP.	81
6101			Coordination	5/11/70	20 <sup>0</sup> days	Still in DDP.	81
6123			Coordination	5/8/70	20 <sup>0</sup> days	Waiting further comments from DDP.	82
6124			Coordination	5/8/70	20 <sup>0</sup> days	Waiting further comments from DDP.	82
6125			Coordination	5/8/70	20 <sup>0</sup> days	Waiting further comments from DDP.	82
6126			Coordination	5/8/70	20 <sup>0</sup> days	Waiting further comments from DDP.	82
6066			Coordination	7/31/70	20 <sup>0</sup> days	Still in DDP.	42
6067			Coordination	7/31/70	20 <sup>0</sup> days	Still in DDP.	42
6068			Coordination	7/31/70	20 <sup>0</sup> days	Still in DDP.	42
6069			Coordination	7/31/70	20 <sup>0</sup> days	Still in DDP.	42

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1 October 1970

STATUS OF JOBS OUT FOR COORDINATION, INFORMATION, OR AUTHENTICATION - Continued

RCB JOB NO.	ISSUANCE	TITLE	STATUS	DATE SENT	REQUESTED RESPONSE TIME	REMARKS	WORKDAYS DELINQUENT
4390			Coordination	4/29/70	20 days	Still in DDP.	86
4391			Coordination	4/29/70	20 days	Still in DDP.	86
6117			*Authentication	6/22/70		Still in DDP. [redacted] 8-6-70	--
6083			Information	4/14/70		Waiting for DDP comments.	
6084			Information	4/14/70		Waiting for DDP comments.	
5866			*Authentication	5/6/70		Still in DDP. [redacted]	
6096			Coordination	4/14/70	20 days	Still in DDP.	98
[Redacted]							
ENT TO DDP AFTER 14 August 1970							
6171			Coordination	8/19/70	20 days	Still in DDP.	9
6172			Coordination	8/19/70	20 days	Still in DDP.	9
6174			Coordination	9/3/70	20 days	Still in DDP.	--
6175			Coordination	9/3/70	20 days	Still in DDP.	--
6052			Information	9/30/70	5 days		--
*Headquarter							

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1 October 1970

JOBSENT TO DDP AFTER 14 August 1970

RCB JOB NO.	ISSUANCE	TITLE	STATUS	DATE SENT	REQUESTED RESPONSE TIME	REMARKS	WORKDAYS DELINQUENT
6009			Coordination	9/4/70	20 days		--
6010			Coordination	9/4/70	20 days		--
6201			Coordination	8/26/70	10 days	Still in DDP.	14
6204			Coordination	9/18/70	10 days		--
6207			Coordination	9/18/70	10 days		--
6164			*Authentication	8/20/70		Still in DDP. [redacted]	ILLE
6192			*Authentication	8/14/70		Still in DDP. HK " 14-8	

\*Headquarters version published.

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**Next 1 Page(s) In Document Exempt**

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I'm sorry but I keep  
forgetting to plot out with  
you the next approach  
to [redacted] on regulation  
business - specifically  
should we call mtg +  
then put [redacted] into  
picture or let Bob take  
current deal to Gordon?  
Can we talk before you get  
away?

STATINTL

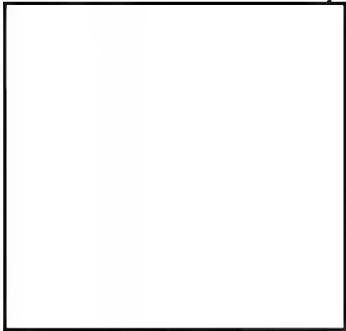
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RECOMMENDED ACTION ON REGULATION PROBLEM:

EGIB

I. Internal DD/S Action:



Discuss Office Head role in Regulation process at DD/S Staff meeting...make certain they understand their responsibility for getting good staff work from their people originating regs. IN EVENT OF MAJOR DISPUTE on SUBSTANCE with DD/P, insure that their staffs know they have access to Office head and they develop a firm DD/S position which we hope is correct and can be defended in any shoot out between DD/S and DD/P. They must realize they are talking for the DD/S in these matters...and if DD/P can continually come up with "better" suggestions on Logistics Regs, that the Logistics Staff originating the reg...OL, RCB and DD/S are not doing their job.

- B. Formalize DD/S responsibility for Regulations in SSS. By this I mean that for the day to day...month to month relationship with DD/P in disputes...C/SSS should be DD/S representative. [ ] should deal with [ ]. Recognizing SSA/DDS unique relationship with DD/P...there are of course times when SSA/DDS will be involved as an interested party. However, the majority of the details that are now referred to him by [ ]..should be referred to [ ].who will work it out with the DD/S Office heads.
- C. In regard to problems raised in 14 August report. Suggest that [ ] meet with [ ] in attempt to improve situation. Give this a try and if that doesn't work...then A/DDS meet with A/DDP. Hopeful latter would not be necessary.

STATINTL

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**CONFIDENTIAL**

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21 AUG 1970

Mr. Coffey:

In review of the notes I left with you  
on my suggestions for issues to discuss with  
25X1 DDP/OSPER, I note I overlooked mentioning  
[redacted] This is the one that was published  
and distributed on 21 July 1970, and DDP/Publications has prevented distribution to Head-  
quarter offices of DD/P because they are still  
sitting on [redacted]  
25X1

For your information, I am attaching a  
copy of this regulation and Mr. Blake's  
25X1 memorandum on [redacted] which was sent  
to DD/P for authentication on 22 June 1970.



25X1

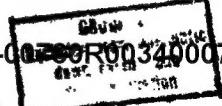
Acting Chief,  
Support Services Staff

Attachments

21 Aug 70

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**CONFIDENTIAL**



1 JUN 1970

MEMORANDUM FOR: Chief, Support Services Staff, DD/S

SUBJECT : Proposed Revisions of [redacted] 25X1  
Procurement and Supply Operations

REFERENCES : (a) Informal memo dtd 12 May 70 to D/L fm C/Regs.  
Control Branch, re same subject  
(b) Memo dtd 17 Apr 70 to C/SSS/DD/S fm D/L,  
same subject

1. Following receipt of Reference (a), discussions were held among interested elements within the Office of Logistics, and between our Office representative and other elements of the Agency in an attempt to resolve the comments submitted during the coordination process of the proposed revisions (pertaining to window air conditioners) forwarded by Reference (b). Attachment 1 sets forth the proposed wording of subparagraphs [redacted] which this Office is of the opinion all parties will find acceptable. Attachment 2 sets forth our responses to the comments submitted by Reference (a) and other minor changes.

25X1

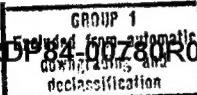
2. If there are any questions concerning the above, please contact [redacted]

X1 25X1

John F. Blake  
Director of Logistics

2 Atts

cc: EO-DD/S



OL 0 3158

25X1

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1

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